

# Regular Council Meeting—June 10, 2014

The meeting of the Council of the Town of Altavista was held in the Council Chambers of the J.R. Burgess Municipal Building, 510 Seventh Street on June 10, 2014 at 7:00 p.m.

1. Mayor Mattox called the meeting to order and presided.
2. Rev. Mike Duncan, Central Baptist Church, gave the invocation.

Council members  
present:

Mayor Michael Mattox  
Mrs. Beverley Dalton  
Mr. Charles Edwards  
Mr. Tracy Emerson  
Mr. Bill Ferguson  
Mr. Timothy George  
Mr. Jay Higginbotham

Also present:

Mr. J. Waverly Coggsdale, III, Town Manager  
Mr. Daniel Witt, Assistant Town Manager  
Mrs. Tobie Shelton, Finance Director  
Chief Kenneth Walsh, Police Department  
Mr. David Garrett, Public Works/Utilities Director  
Mr. Steve Bond, Wastewater Treatment Director  
Mr. John Eller, Town Attorney  
Mrs. Mary Hall, Administration

3. Mayor Mattox asked if there were any questions regarding the agenda.

A motion was made by Mr. Ferguson, seconded by Mr. Emerson, to approve the agenda.

Motion carried:

VOTE:	Mr. Michael Mattox	Yes
	Mrs. Beverley Dalton	Yes
	Mr. Charles Edwards	Yes
	Mr. Tracy Emerson	Yes
	Mr. Bill Ferguson	Yes
	Mr. Timothy George	Yes
	Mr. Jay Higginbotham	Yes

4. Public Comment

Mayor Mattox asked if anyone would like to speak on anything not listed on the agenda.

Mr. Arthur Boscarino, 1410 Broad Street, addressed Council in regards to the health insurance advising he has worked with insurance for 45 years and asked that Council bid out for the health insurance coverage adding there are a lot of options available.

Mr. Higginbotham questioned if someone should be hired for this process or could it be done internally.

Mr. Boscarino responded this could be done internally and noted when renewing insurance, it no longer has to be kept for a year; a group policy can be canceled within 30 days.

Mr. Higginbotham questioned how much it should cost if a consultant was hired to create the RFP.

Mr. Boscarino responded the only reason a consultant would charge a fee is if they don't take commission on the case; normal group commissions are 2%.

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Mayor Mattox asked if anyone else would like to speak.

No one came forward.

### 5. Special Items or Recognitions

#### A) Resolutions—State Champions—Boy’s Basketball & Individual Forensics

Mayor Mattox advised the following resolution was presented to the Altavista High School Colonels Virginia “A” Division State Boys’ Basketball Champions:

##### **RESOLUTION COMMENDING THE ALTAVISTA HIGH SCHOOL COLONELS, VIRGINIA “A” DIVISION 1 STATE BOYS’ BASKETBALL CHAMPIONS**

~~WHEREAS~~, the Altavista High School boys’ basketball team defeated Radford High School in an eagerly anticipated match up at Virginia Commonwealth University’s Stuart C. Siegel Center to win the Virginia High School League Group A Division 1 championship on March 15, 2014; and

~~WHEREAS~~, the Altavista High School boys’ basketball team defended their 2013 VHSL Group A Division 1 State Boys Basketball Championship with the victory of Radford High School in the State Finals; and

~~WHEREAS~~, the Colonels entered the Conference 44 Tournament as the #1 seed with a first round bye and opened up tournament play by defeating Cumberland High School 78 - 42; and overcame a scrappy effort by Parry McCluer High School in the Conference 44 title game with a hard fought 47 – 37 victory advancing to Regional play; and

~~WHEREAS~~, in Regional play, the Colonels continued their winning ways by defeating Colonial Beach by a score of 72 – 43 and Washington & Lee by a score of 81 - 49 and capturing the Regional title with a 79 – 50 victory over Surry High School and advancing to the State semi-final game in Salem against Galax High School; and

~~WHEREAS~~, the Altavista High School boys’ basketball team headed to the Salem Civic Center for their March 7, 2014 Final Four match up with Division 1A West Runner Up Galax High School, with a stellar defensive effort and a balanced scoring attack the Colonels pulled away late for a 54 – 41 victory, setting up the much anticipated matchup with the 2013 VHSL 2A champions, the Radford High School Bobcats; and

~~WHEREAS~~, the matchup between two defending state champions is a truly rare occurrence, the Colonels and the Bobcats would square off to determine who would become the Champion of Champions and back to back state titlist; and

~~WHEREAS~~, the Altavista High School boys’ basketball team played exceptional defense and shot 67% from the field in the second half while holding Radford High School to 37% shooting for the game and ran a perfectly executed inbound play with 18 seconds left in the game to seal the 49 – 44 victory in the “Clash of the Champions and claimed back to back VHSL Boys Basketball titles; and

~~WHEREAS~~, the Altavista Colonels boys’ basketball team capped the 2013-2014 basketball season with a 22 -3 record as Conference 44; Region 1A East and Virginia High School League Group A, Division 1 champions, the second consecutive state championship and their third since 2002; and

~~WHEREAS~~, the triumphant performance of the Colonels boys’ basketball team is a tribute to the talent, dedication, and perseverance of the players; the leadership of Head Coach Mike Cartolaro and his hardworking staff; and the support of parents, students, and faculty & administration of Altavista High School; now therefore

~~BE IT RESOLVED~~, the Altavista Town Council recognizes and congratulates the 2013-2014 Altavista High School boys’ basketball team, its coaches and the school’s administration on their outstanding season; and

~~BE IT FURTHER RESOLVED~~, that a copy of this resolution is presented to Altavista High School as an expression of the admiration of the Town of Altavista and its citizens for the championship performance of the 2013-2014 Altavista High School boys’ basketball team.

Adopted the 10<sup>th</sup> day of June 2014.

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Michael E. Mattox, Mayor

Attested:

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J. Waverly Coggsdale, III, Town Manager

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A motion was made by Mrs. Dalton, seconded by Mr. Emerson, to adopt the resolution presented to the Altavista High School Colonels Virginia “A” Division State Boys’ Basketball Champions

Motion carried:

VOTE:	Mr. Michael Mattox	Yes
	Mrs. Beverley Dalton	Yes
	Mr. Charles Edwards	Yes
	Mr. Tracy Emerson	Yes
	Mr. Bill Ferguson	Yes
	Mr. Timothy George	Yes
	Mr. Jay Higginbotham	Yes

Mayor Mattox thanked all those involved in making the annual Uncle Billy’s Day a success noting he had only received positive comments.

6. Consent Agenda

- a) Approval of Minutes-Special Called Meeting May 13, 2014; Regular Meeting May 13, 2014; Continued Meeting “Work Session” May 20<sup>th</sup>
- b) Receive monthly review of Invoices
- c) Receive monthly review of Revenue & Expenditures
- d) Receive monthly review of Reserve Balance/Investment Report
- e) Departmental Monthly Reports
  - Administration
  - Business License
  - Community Development
  - Economic Development
  - Police Department
  - Public Works/Utility Department
  - Transit System

A motion was made by Mr. Emerson, seconded by Mr. Ferguson, to approve the items as listed on the consent agenda.

Motion carried:

VOTE:	Mr. Michael Mattox	Yes
	Mrs. Beverley Dalton	Yes
	Mr. Charles Edwards	Yes
	Mr. Tracy Emerson	Yes
	Mr. Bill Ferguson	Yes
	Mr. Timothy George	Yes
	Mr. Jay Higginbotham	Yes

7. Public Hearings

8. Standing Committee/Commission/Board Reports

- a) Council Committees
  - i. Finance/Human Resources Committee

Water Line Financing

Mrs. Dalton advised after last month’s presentation by the consultant (Raymond James), the Water Line Financing issue was referred back to the Finance Committee for additional review and discussion. Based on the consensus of Town Council that funds will need to be borrowed, the Committee recommends that we begin the next step with our consultant to receive bids regarding the funding options for the water line project(s). Staff has received correspondence from the consultant

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that at their listed hourly rates and estimated time, a not to exceed amount of \$7,000 should be sufficient. Based on the past decision of Council, staff would recommend that the Town Manager be authorized to execute an agreement for said services.

A motion was made by Mrs. Dalton, seconded by Mr. Ferguson, to authorize the Town Manager to execute an agreement with Raymond James in regard to services related to the funding options for the waterline project(s) with a not to exceed cost of \$7,000.

Mr. Higginbotham questioned if Council would definitely be borrowing funds.

Mrs. Dalton responded some funds would be borrowed earlier rather than later in the process with the amount yet to be determined. She stated in borrowing from the Town itself, the Committee has agreed all cannot be borrowed from the Town. There may be some designated funds that can be borrowed and then repaid. She mentioned there is a reserve policy in place that can't be invaded at this point.

Mr. Edwards asked that borrowing from the Town be analyzed.

Mr. Higginbotham stated expertise is needed in obtaining bonds and asked if banks should be looked at first and then internally. He asked if Council was a month early dealing with Raymond James. He referred to the special meeting of May 20 when Council determined they would borrow \$3 to \$5 million and stated he felt Council needed to borrow from the Town. He asked Mr. Eller to determine what Council could borrow from themselves and what they couldn't. He felt this should be determined before moving forward with a consultant.

Mr. Coggsdale suggested Council concentrate on the first two projects, 1A and 1B. Project 1A is going out to bid at the end of June. The second project has to be worked in conjunction with Virginia Department of Transportation in regards to paving Main Street. Both projects total \$3.9 million. He stated the consultant advised at the special meeting if the policy was changed \$1.3 million would be freed up from the reserve policy; this is the amount that is not designated or spoken for.

Mayor Mattox noted Council is also looking at USDA and grant funding.

Mrs. Dalton felt Council was far along in the process and asked to move along with the allocation of funds and continue to look at additional options without delaying these two projects.

Mr. Coggsdale reminded Council they adopted the reimbursement resolution.

Mr. Edwards felt funds would have to be borrowed and thought Council should spend time understanding what the funds are, what the restrictions are, what the value is and what the surplus will be next year.

Mr. George asked how quick Council will move to the other projects.

Mr. Coggsdale advised staff is meeting with engineers to determine.

Mr. Higginbotham questioned if there was a validated hydraulic model.

Mr. Garrett said it hadn't been 100% validated.

Mr. Higginbotham stated this would not impact Bedford Avenue but would definitely affect what is done on Main Street. He felt the validated

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hydraulic model would come into play as to how quickly the projects are pushed forwarded.

Mr. George stated if he knew if Project 3 was 10 years from now it would affect whether to borrow or use the Town's funds.

Mrs. Dalton noted there is a study from WW Associates that recommends seven projects in 10 years and their recommendation is that these projects should have started way before now.

Mayor Mattox clarified this motion is to bring in a consultant to help Council decide the best route to take whether it is bond, borrowing from the Town or the bank.

Motion carried:

VOTE:	Mr. Michael Mattox	Yes
	Mrs. Beverley Dalton	Yes
	Mr. Charles Edwards	Yes
	Mr. Tracy Emerson	Yes
	Mr. Bill Ferguson	Yes
	Mr. Timothy George	Yes
	Mr. Jay Higginbotham	No

### VRS Contribution Rate

Mrs. Dalton advised per a memorandum from Mrs. Shelton, Finance Director, the Town was previously given the option to elect their employer contribution rate every biennium for the Virginia Retirement System (VRS). In the past, the Council has chose to select the full rate certified by the VRS Board so as not to have a steep increase in future contribution rates. Staff recommended and the Committee concurred that the resolution accepting the budgeted VRS certified rate of 10.94% be adopted.

A motion was made by Mrs. Dalton, seconded by Mr. Emerson to adopt the resolution to accept the budgeted VRS certified rate of 10.94%."

Motion carried:

VOTE:	Mr. Michael Mattox	Yes
	Mrs. Beverley Dalton	Yes
	Mr. Charles Edwards	Yes
	Mr. Tracy Emerson	Yes
	Mr. Bill Ferguson	Yes
	Mr. Timothy George	Yes
	Mr. Jay Higginbotham	Yes

### Budget Amendments/Policy

Mrs. Dalton advised staff presented two budget amendments for the Committee's consideration, the first is to reallocate \$10,000 in the Water Department's budget to the "Other Operating Supplies" from the "Repairs and Maintenance" line item. This action requires no new funds. The second involves the receipt of funds associated with an insurance claim related to damage to one of the stone columns at Avoca's entrance. This budget amendment is in the amount of \$12,400 and is in the Non-Departmental section of the budget and staff has set up a new line item to handle insurance claims.

A motion was made by Mrs. Dalton, seconded by Mr. Ferguson, to approve the two budget amendments as presented.

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Motion carried:

VOTE:	Mr. Michael Mattox	Yes
	Mrs. Beverley Dalton	Yes
	Mr. Charles Edwards	Yes
	Mr. Tracy Emerson	Yes
	Mr. Bill Ferguson	Yes
	Mr. Timothy George	Yes
	Mr. Jay Higginbotham	Yes

Mrs. Dalton advised staff discussed with the Committee the possibility that if a budget amendment involves moving funds within the operational budget (excluding "Salaries/Wages") of a department that staff be allowed to administratively perform such action without committee or council approval. These "administrative" budget amendments would be reported to the Committee and Council on a monthly basis. She stated the Committee recommends that this request be approved.

A motion was made by Mrs. Dalton, seconded by Mr. George, that the Town Manager be authorized to approve budget amendments to departmental operational budgets (excluding "Salaries/Wages") when no new funds are required.

Motion carried:

VOTE:	Mr. Michael Mattox	Yes
	Mrs. Beverley Dalton	Yes
	Mr. Charles Edwards	Yes
	Mr. Tracy Emerson	Yes
	Mr. Bill Ferguson	Yes
	Mr. Timothy George	Yes
	Mr. Jay Higginbotham	Yes

### Verizon Wireless Contract Renewal (Melinda Drive tank)

Mrs. Dalton advised staff reviewed the proposed amendment to the "Alltel Communications of Petersburg, Inc." d/b/a Verizon Wireless contract and recommended that Option #1 (Adding only 1, 5 year lease) be accepted. This option also increases the rent by an amount equal to three percent (3%) of the annual rent due for the immediately preceding lease year. The recommendation is for the contract to be executed utilizing Option #1.

A motion was made by Mrs. Dalton, seconded by Mr. Ferguson, that the Town Manager be authorized to execute documents related to the Verizon Wireless lease contract as outlined.

Motion carried:

VOTE:	Mr. Michael Mattox	Yes
	Mrs. Beverley Dalton	Yes
	Mr. Charles Edwards	Yes
	Mr. Tracy Emerson	Yes
	Mr. Bill Ferguson	Yes
	Mr. Timothy George	Yes
	Mr. Jay Higginbotham	Yes

## ii. Police/Legislative Committee

### Downtown Parking Enforcement

Mr. Edwards advised staff updated the Committee regarding on-going complaints in regards to excessive parking in the downtown area. Chief

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Walsh has explored options and felt that the existing “2 hour parking” signage needed to be clarified so that it applied to the entire block of a street for enforcement purposes. The Committee agreed with the concept and would like for staff to develop appropriate and enforceable wording for signs in the central business district. Mr. Edwards also advised the Committee discussed that “Customer Courtesy” placards be provided to businesses which can be temporarily distributed to customers who may need parking in excess of 2 hours.

A motion was made by Mr. Edwards, seconded by Mr. Emerson, that staff be authorized to develop wording for the signage in the Central Business District regarding “2 hour parking” that would apply to an entire block.

Motion carried:

VOTE:	Mr. Michael Mattox	Yes
	Mrs. Beverley Dalton	Yes
	Mr. Charles Edwards	Yes
	Mr. Tracy Emerson	Yes
	Mr. Bill Ferguson	Yes
	Mr. Timothy George	Yes
	Mr. Jay Higginbotham	Yes

Regional Drug Task Force

Mr. Edwards advised the Police Committee reviewed a memorandum from Chief Walsh regarding potential membership to the Central Virginia Drug Task Force (CVDTF) and the allocation of a new position should membership be granted. The Committee recommends the Town of Altavista Police Department seek membership into the CVDTF and if granted membership, a new position be allocated for that purpose.

Chief Walsh added historically, over the past three years the task force has seized quite a bit of assets including U.S. currency which is distributed equally among all members of the task force. He stated he could not guarantee the Police Department would receive all of the funds that have been invested but a very good chance of a large percentage.

Mr. George questioned the number of departments making up the task force.

Chief Walsh responded Virginia State Police, Lynchburg Police Department, Campbell, Appomattox and Amherst Counties.

A motion was made by Mr. Edwards, seconded by Mr. Emerson, that the Altavista Police Department be given the authority to seek membership in the Central Virginia Drug Task Force and if granted membership a new position be allocated for that purpose.

Motion carried:

VOTE:	Mr. Michael Mattox	Yes
	Mrs. Beverley Dalton	Yes
	Mr. Charles Edwards	Yes
	Mr. Tracy Emerson	Yes
	Mr. Bill Ferguson	Yes
	Mr. Timothy George	Yes
	Mr. Jay Higginbotham	Yes

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### Personal Storage in Buildings

Mr. Edwards mentioned at the last Council meeting, the item of storage of items in buildings located in the downtown area was brought up. This concern was forwarded to the Town Attorney for review; he advised this was a private matter and Council has no jurisdiction over it.

### Mass Notification System

Mr. Edwards reported Chief Walsh updated the Committee on the possibility of implementing a “mass notification system” that would assist in helping the Police Department as well as other Town departments communicate with citizens and businesses. Chief Walsh will be working with a potential vendor in regard to setting up a demonstration for the full Council.

### iii. Public Works/Utility Committee

#### Town Property Use Request

Mr. Ferguson advised the Public Works/Utility Committee reviewed the request for the use of town property as an access for the development of residential lots. This item was presented to Council at last month’s meeting and referred to Committee. He stated the Committee recommends that the use be granted with the understanding that the Town would not provide services such as street maintenance, snow removal, solid waste collection.

A motion was made by Mr. Ferguson, seconded by Mr. Edwards, that the request for use of the Town property, the unopened portion of Valley View Drive, be granted per the agreed upon conditions.

Motion carried:

VOTE:	Mr. Michael Mattox	Yes
	Mrs. Beverley Dalton	Yes
	Mr. Charles Edwards	Yes
	Mr. Tracy Emerson	Yes
	Mr. Bill Ferguson	Yes
	Mr. Timothy George	Yes
	Mr. Jay Higginbotham	Yes

#### Tree Removal Request—Main Street

Mr. Ferguson advised a local business contacted staff regarding the removal of a tree along Main Street that they feel is negatively impacting their building. At the Committee meeting it was agreed to remove the tree but after further review, this tree is one of many on Main Street that are the same size. The Committee feels they need to be consistent with what is done with the trees. Mr. Garrett is to review and return to the Committee with a recommendation.

#### Other Items

The Committee discussed the engineering proposal for Project 1B (Main Street Waterline Replacement) and per staff’s request deferred making a recommendation.

Utility Fee Discussion: Staff discussed with the Committee the utility fee discussion that was brought up by a property owner at the last Council meeting and followed up with the individual.



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Mr. Higginbotham asked if this item would be addressed. He felt the renters are being discriminated against because they have to pay a \$150 utility deposit fee for utilities when home owners are charged a \$75.00 utility deposit fee. Mr. Higginbotham requested statistics showing if the town is losing money on a renter versus a homeowner.

Mr. Coggsdale advised this information would be available at the next meeting.

CIP: Staff indicated that they had followed up with the citizen who had inquired about several capital improvement projects related to the utility system.

Sidewalk replacement: Staff indicated to the Committee that there are plans to replace a section of sidewalk on Franklin Avenue between 10<sup>th</sup> Street and the old Moseley Heights Elementary School. The project will be funded through the Highway Fund.

b) Others

### 9. New Business

#### A) Adoption of FY2015 Budget and Capital Improvement Program (CIP)

Mr. Coggsdale advised last month, Town Council conducted the required public hearing on the FY2015 Budget and Capital Improvement Program (CIP). Council conducted a work session on May 20<sup>th</sup> at which they discussed several budget items. Following the work session at the direction of Council, staff made changes to the budget which reduced the expenditures and transfers portion of the budget from \$7,436,400 to \$7,395,400. Staff was directed to reduce the one time CIP funding for Altavista EMS from \$50,000 to an annual contribution of \$10,000 (for a five year period). Council voted to reduce the Real Estate Tax Rate by 10% which in effect lowers the Town's rate per \$100 of assessed value from \$.16 to \$.144. This resulted in a decrease of revenue in that line item of \$41,000. With these two changes, the General Fund revenue was reduced from \$4,145,600 to \$4,104,600 and the General Fund expenditures were reduced from \$3,399,200 to \$3,359,220. Mr. Coggsdale advised as a result of the revisions made to the proposed FY2015 budget, the General Fund surplus changed from \$652,800 to \$651,800. He noted due to approval of the Altavista Police Department being given the authority to seek membership in the Central Virginia Drug Task Force and if granted membership a new position be allocated, the Police Department budget would increase by \$63,300, a change from \$878,600 to \$941,900. As a result the General Fund surplus would be reduced from \$651,800 to \$588,500.

A motion was made by Mrs. Dalton, seconded by Mr. Ferguson, that the FY2015 Budget in the amount of \$7,395,400 is adopted and the funds be appropriated.

Mr. Higginbotham advised he would be voting no because Council will be borrowing \$3-\$5 million and real estate rates are being reduced (\$41,000 a year). He did not feel it was good business sense to borrow funds and yet reduce tax rates.

Motion carried:

VOTE:	Mr. Michael Mattox	Yes
	Mrs. Beverley Dalton	Yes
	Mr. Charles Edwards	Yes
	Mr. Tracy Emerson	Yes
	Mr. Bill Ferguson	Yes

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Mr. Timothy George	Yes
Mr. Jay Higginbotham	No

A motion was made by Mrs. Dalton, seconded by Mr. Ferguson, to adopt the FY2015-2019 Capital Improvement Program.

Motion carried:

VOTE:	Mr. Michael Mattox	Yes
	Mrs. Beverley Dalton	Yes
	Mr. Charles Edwards	Yes
	Mr. Tracy Emerson	Yes
	Mr. Bill Ferguson	Yes
	Mr. Timothy George	Yes
	Mr. Jay Higginbotham	Yes

A motion was made by Mrs. Dalton, seconded by Mr. George, that the PPTRA resolution setting the tax relief at 63% be adopted.

Motion carried:

VOTE:	Mr. Michael Mattox	Yes
	Mrs. Beverley Dalton	Yes
	Mr. Charles Edwards	Yes
	Mr. Tracy Emerson	Yes
	Mr. Bill Ferguson	Yes
	Mr. Timothy George	Yes
	Mr. Jay Higginbotham	Yes

PPTRA RESOLUTION FOR INCLUSION WITH ANNUAL BUDGET RESOLUTION FOR 2014

Altavista, Virginia

In accordance with the requirements set forth in VA. CODE ANN. §58.1-3524 C.2. and §58.1-3912 E., as amended by Chapter 1 of the Acts of Assembly (2004 Special Session I) and as set forth in Item 503.E. (Personal Property Tax Relief Program) of Chapter 951 of the 2005 Acts of Assembly, any qualifying vehicle situated within the Town of Altavista commencing January 1, 2014, shall receive personal property tax relief in the following manner:

- Personal use vehicles with assessed value of \$500 or less will be eligible for 100% tax relief;
- Personal use vehicles with assessed value of \$501 to \$10,000 will be eligible for 63% tax relief;
- Personal use vehicles with assessed value of \$10,001 or more shall receive only 63% tax relief on the first \$10,000 in assessed value;
- All other vehicles which do not meet the definition of “qualifying” (such as business use vehicles, farm use vehicles, motor homes, etc.) will not be eligible for any form of tax relief under this program;
- In accordance with Item 503.D.1. of Chapter 951 of the 2005 Acts of Assembly, the entitlement to personal property tax relief for qualifying vehicles for tax year 2005 and all prior tax years shall expire on September 1, 2006. Supplemental assessments for tax years 2005 and prior years that are made on or after September 1, 2006 shall be deemed “non-qualifying” for purposes of state tax relief and the local share due from the taxpayer shall represent 100% of the tax assessable.

A motion was made by Mr. Ferguson, seconded by Mr. George, that the Tax Rates for the Town of Altavista be adopted, with the Real Estate reduced from \$.16 to \$.144, and all others remaining unchanged.

Motion carried:

VOTE:	Mr. Michael Mattox	Yes
	Mrs. Beverley Dalton	No
	Mr. Charles Edwards	No
	Mr. Tracy Emerson	Yes
	Mr. Bill Ferguson	Yes
	Mr. Timothy George	Yes
	Mr. Jay Higginbotham	No

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A motion was made by Mrs. Dalton, seconded by Mr. Edwards, that the Utility Rates (Water and Sewer) be adopted as advertised.

Motion carried:

VOTE:	Mr. Michael Mattox	Yes
	Mrs. Beverley Dalton	Yes
	Mr. Charles Edwards	Yes
	Mr. Tracy Emerson	Yes
	Mr. Bill Ferguson	Yes
	Mr. Timothy George	Yes
	Mr. Jay Higginbotham	No

Mayor Mattox complimented staff and the department heads for the time and efforts put forth on the budget.

### 10. Unfinished Business

#### A) Health Insurance RFP-Consultant Proposal

Mr. Coggsdale advised last month Council considered options related to dealing with the substantial increase of premiums for FY2015. Following consideration it was decided that we would work with our consultant to go out to bid for a new plan with one of the options being a “high deductible with a health savings account”. Council was presented with a proposal to help to assist with this process. The Town has renewed with the existing carrier at the new renewal rates for sixty days until the end of August. He stated the request for proposal process needs to begin immediately following the Council’s meeting in order to get quotes submitted and evaluated.

A motion was made by Mrs. Dalton, seconded by Mr. George, to authorize the Town Manager to execute the agreement with Business Solutions in the amount of \$4,500.

Motion carried:

VOTE:	Mr. Michael Mattox	Yes
	Mrs. Beverley Dalton	Yes
	Mr. Charles Edwards	Yes
	Mr. Tracy Emerson	Yes
	Mr. Bill Ferguson	Yes
	Mr. Timothy George	Yes
	Mr. Jay Higginbotham	No

### 11. Manager’s Report

- a) Project Updates
- b) Other Items as Necessary

Mr. Coggsdale advised Mr. Garrett is working with the Virginia Department of Transportation in regards to a “tree trimming” project on Bedford Avenue. He also mentioned the HVAC unit in the Administration wing is being repaired.

- c) Informational Items
- d) Town Council Calendars (June/July)

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### 12. Matters from Town Council

Mayor Mattox advised he has received comments from citizens asking why merchants no longer display the American flag on Memorial Day and Veteran's Day. Historically, the Exchange Club or local civic organization took care of this. Mayor Mattox asked Mr. Coggsdale to check on this.

### 13. Closed Session

Mayor Mattox asked if there was anything else to bring before Council.

The meeting was adjourned at 8:00 p.m.

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Michael E. Mattox, Mayor

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J. Waverly Coggsdale, III, Clerk